



1300 S. Evergreen Park Dr. SW  
P.O. Box 47250  
Olympia, WA 98504-7250  
Phone: 360-664-1222  
Fax: 360-586-1181  
TTY: 360-586-8203  
or  
1-800-416-5289  
email: [transportation@utc.wa.gov](mailto:transportation@utc.wa.gov)

## Common Carrier Broker Registration

Under the provisions of RCW [81.80](#) and WAC [480-12](#), each intrastate or interstate Common Carrier Broker must register with the Washington Utilities and Transportation Commission (UTC) and file a surety bond in the amount of ten thousand dollars conditioned upon the broker making compensation to shippers, consignees and carriers for all moneys belonging to them and coming into the broker's possession in connection with such transportation services.

**INCOMPLETE OR INCORRECT APPLICATIONS MAY DELAY YOUR REGISTRATION.** Be sure to include the \$25.00 application fee, a copy of your broker bond, and any other required attachments when you file your application for registration. Send your completed application to:

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION  
PO Box 47250  
Olympia, WA 98504-7250

### **INSTRUCTIONS:** make sure everything is complete

- ☐ **TYPE OF OPERATION:** Check the types of operations you plan to conduct in the state of Washington. Be sure to check all boxes that apply. If you are registering as a broker under authority granted to you by the FMCSA you must include a copy of that authority and bond with your registration.
- ☐ **APPLICANT NAME:** Legal name must be an individual, partnership, or corporation. The name on the bond and the name on the registration must match exactly. In the case of a corporation, the name must also agree exactly with how the company is registered with the Secretary of State's office.
- ☐ **TRADE NAME:** You may list a trade or business name, if different than the legal name of the applicant.
- ☐ **MAILING ADDRESS:** Provide your complete mailing address, including city, state, and postal zip code.
- ☐ **PHYSICAL ADDRESS:** Provide a physical address, only if it is different than your mailing address.
- ☐ **TELEPHONE & FAX NUMBERS:** Be sure to provide your current number(s) including area code.
- ☐ **EMAIL ADDRESS:** Complete.
- ☐ **USDOT NUMBER** – (if interstate)
- ☐ **TYPE OF BUSINESS STRUCTURE:** If Partnership, Corporation, or Limited Liability Company, please list the partners, members or corporate members with their percentages of ownership.
- ☐ If you currently hold, or have previously held a permit or registration with the UTC, please indicate the number.
- ☐ **SIGN AND DATE**

If you are registering operations as a FMCSA authorized broker, indicate your operating authority number. (Remember to include a copy of your bond and operating authority with this application.)

- ☐ **INSURANCE REQUIREMENTS:** The applicant must file a Surety Bond in the amount of \$10,000.

**\*\*THE BUSINESS NAME ON THE BOND MUST MATCH THE APPLICANT NAME EXACTLY.**



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## Common Carrier Broker Registration - Application

**Application Fee: \$25.00**

**TYPE OF OPERATION:** (Check all that apply) ☐ Forwarder ☐ Broker (Intrastate) ☐ Broker (Interstate FMCSA)

***BOND IN THE AMOUNT OF \$10,000 MUST ACCOMPANY THIS REGISTRATION APPLICATION***

Applicant Name: \_\_\_\_\_

Trade Name (if any): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Physical Address (if different than mailing address): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

UBI Number: \_\_\_\_\_ State of Incorporation: \_\_\_\_\_ US DOT number: \_\_\_\_\_

**Type of Business Structure:** ☐ Individual ☐ Partnership ☐ Corporation (LP, LLP, LLC)

Name Title Stock Distribution or Percentage of Share

\_\_\_\_\_  
\_\_\_\_\_

Have you held a permit or certificate from this Commission? ☐ No ☐ Yes-If yes, permit number \_\_\_\_\_

***If you are registering as a FMCSA regulated broker, you must attach a copy of your bond and operating authority.***

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Date**

Reception #	Received Date:	ID:
111 0268 200 02	Bond	Docket No.
111 0268 032 05	FMCSA	Employee

## TYPE OF PAYMENT

**NOTE: A convenience fee of 2.5% (minimum fee of \$3.95) is charged by Official Payments for processing credit card payments.**

☐ Check    ☐ Money Order

Amount: \$ \_\_\_\_\_

☐ Amex    CCV# \_\_\_\_\_ (four digit code on front of card)

Expiration Date: \_\_\_\_\_

☐ Discover    ☐ Mastercard    ☐ Visa

CCV # \_\_\_\_\_ (three digit code on back of card)

Credit Card number:

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CERTIFICATION: I, the undersigned, under penalty for false statement, certify that the following information is true and correct, that I am authorized to execute and file this document on behalf of the applicant, and that all information on file is current and valid.

Company Name: \_\_\_\_\_

Name (printed): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

If paying by credit card, fax your application to 360-586-1181 or scan and email to [transportation@utc.wa.gov](mailto:transportation@utc.wa.gov).



**SAMPLE per WAC 480-12-375**

**COMMON CARRIER BOND-**

**BOND #**

(Required from common carrier freight forwarders and brokers as provided by WAC 480-12-375 of Commission Rules and Regulations.)

KNOW ALL MEN BY THESE PRESENTS That \_\_\_\_\_ of \_\_\_\_\_, as principal, and \_\_\_\_\_, a corporation organized and existing under and by virtue of the Laws of the State of \_\_\_\_\_, and duly authorized to do a surety business within the State of Washington, as surety, are held and firmly bound unto the State of Washington in the full penal sum of \_\_\_\_\_ (\$\_\_\_\_\_) Dollars, lawful money of the United States, for the payment of which, well and truly to be made, we, and each of us, bind ourselves, our respective heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

SEALED With our seals and dated this \_\_\_\_ day of \_\_\_\_\_, 20

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH THAT,

WHEREAS, The above bounden principal has applied to the Washington Utilities and Transportation Commission for a permit to operate as a Common Carrier under the provisions of chapter 81.80. RCW:

NOW, THEREFORE, If the said principal shall make compensation to shippers and consignees for all moneys belonging to such shippers, or consignees coming into his possession in connection with such transportation service, then and in that event this obligation to be null and void, otherwise to remain in full force and effect: Provided, that the above-named surety shall have the right to terminate its liability under this bond by serving written notice of its election so to do upon the principal herein and upon the Washington Utilities and Transportation Commission, and thereupon the said surety shall be discharged from any liability arising or occurring hereunder after the expiration of thirty days from and after receipt of such notice by the said Washington Utilities and Transportation Commission.

IN WITNESS WHEREOF, The said principal has hereunto set his hand and seal and the said surety has caused these presents to be signed by its duly authorized representatives and its corporate seal to be hereunto affixed the day and year first above written.

\_\_\_\_\_(Seal)  
Principal

By  
Its Attorney in Fact

ATTEST: